

Executive Committee



Jared Vega, Planning Council Chair

Thursday, March 4, 2010
5:00 pm to 6:30 pm
Public Health
4041 North Central Avenue, Phoenix
14th Floor, Cholla Room

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Meeting Minutes

Attendance

Committee Members *AT: Attended AB: Absent EX: Excused ALT: Alternate Present*

AT	Keith Thompson	AT	Larry Stähli	AT	Carlos Perez	ALT	Mary Rose Wilcox <i>alt: Mark Kezios</i>
AT	MiAsia Pasha	AT	Randall Furrow	AT	Ron Hill	AT	Jonathan Harris
AT	Jared Vega						

Committee Representatives

None

Administrative Agent Staff

Rose Conner via phone Jen Hawkins

Guests

Rob Bailey

Support Staff: John Sapero

MEETING MINUTES *continued*

Welcome, introductions and declarations of any conflicts-of-interest

Jared Vega called the meeting to order and welcomed the attendees. Everyone introduced him/her self and declared any conflicts-of-interest.

Determination of quorum

Jared Vega determined that quorum was established with eight of nine members present at 5:02 pm.

Review of the minutes and action items from the prior committee meeting

The committee silently reviewed the summary minutes from the February 4, 2009 meeting. No corrections were voiced.

Administrative Agent update

- A new HRSA project officer, Beth Henson, has been assigned to the Phoenix EMA
- Over 100 people received services from the Direct Dental Services program
- The Ryan White Part A office will be moving offices in the next week

Allocations

Rose Conner provided a preliminary summary of the end-of-grant year expenditures, as follows:

Total 2009 Part A Grant Funds	\$7,773,630.00
Total Direct Expenditures as of January 31, 2010	\$4,950,105.00
Expected Direct Expenditures February, 2010	\$1,402,117.00
*Includes: 1 month expected direct expenses	\$ 489,770.00
ADAP expenditures	\$881,824.00
Direct Dental expenses	\$225,000.00
Total Expected Admin/QM/PC expenses 2009	\$969,791.00
Total Expected Expenditures for 2009	\$7,572,013.00
Total Estimated Carryover for 2010	\$201,617.00

The following funds were transferred to Part B Pharmaceuticals as part of the Rapid Reallocation of grant funds:

Oral Health	\$50,000
FAP HIP	\$36,121
FAP Pharmacy	\$3772
Mental Health	\$79,882.50
Primary Medical Care	\$50,000
Substance Abuse	\$48,572
Total Transferred 2/24/10	\$268,347.50
Total Funds Transferred to ADAP in grant year 2009	\$881,824.38

MEETING MINUTES *continued*

The Administrative Agency will be conducting year-end reconciliations during March and April, and a report on the final amount to be requested for carryover will be reported to the Planning Council in May, 2010.

The Administrative Agent is requesting direction from the Planning Council to continue providing both Food Boxes and Congregate Meals to Ryan White Part A clients who are below 300% FPL. At the August 2009 PSRA sessions, a proposal had been voiced to decrease eligibility for Food Boxes to 200% FPL or below. In reviewing this possible change, the AA is recommending that the current FPL limit of 300% be maintained for grant year 2010.

MOTION: Keith Thompson moved to maintain the eligibility guidelines for Food Boxes/Congregate Meals at the current limit of 300% of FPL for all services. Larry Stähli seconded.

DISCUSSION: None.

OUTCOME: The motion passed.

Rose Conner then discussed that Ryan White Part A grant awards will be announced by HRSA in the next week.

Keith Thompson asked for clarification regarding the Part A COBRA payment assistance program's timeframe limits. Rose Conner replied that this timeframe has been extended by the Planning Council to a maximum of 18 months and/or \$3000 in assistance.

Directive Approval: Special Projects of National Significance (SPNS) grant application

Rose Conner discussed HRSA has released a grant opportunity under the Special Projects of National Significance (SPNS) Program for Capacity Building to Develop Standard Electronic Client Information Data Systems. The Administrative Agent requested the Planning Council's direction to apply for this grant, which would provide up to \$100,000 for information technology enhancements to improve systems for reporting client level data to HRSA. This grant application due date is March 22, 2010.

MOTION: Keith Thompson moved to forward a recommendation to the Planning Council to approve a directive to the Administrative Agent to apply for the SPNS grant discussed above. Larry Stähli seconded.

DISCUSSION: None.

OUTCOME: The motion passed.

Council Chair Update

Jared Vega welcomed the members of the 2010-2012 Executive Committee.

Update: Ryan White Part B/ADAP Activities

Rob Bailey provided a summary of ADAP expenditure projections. He discussed that because of the Part A funding contribution, ADAP anticipates a surplus of funds that will be used to purchase additional medications.

Jared Vega asked for information regarding possible future issues. Rob Bailey provided an overview of various issues, and related that community stakeholders (Ryan White Parts, AHCCCS, etc.) are meeting to discuss possible strategies to address these potential challenges.

Community Health Planning & Strategies Committee Policies and Procedures

Larry Stähli provided an overview of the feedback that was received when the document was forward to the Planning Council members for review. After reviewing the comments, consensus was reached to not recommend any additional changes.

MOTION: Ron Hill moved to forward the document as presented for full Planning Council approval. MiAsia Pasha seconded.

DISCUSSION: Keith Thompson discussed the Rules Committee had also reviewed the document.

OUTCOME: The motion passed.

Outpatient Ambulatory Medical Care Standards of Care text revisions

John Sapero discussed the EMA's HRSA project officer had requested two text revisions and reviewed these changes.

MOTION: Larry Stähli moved to accept the suggested revisions and forward the revised document to the full Planning Council for approval. MiAsia Pasha seconded.

DISCUSSION: None.

OUTCOME: The motion passed.

Review: Comprehensive Plan Goals/Activities Progress

Larry Stähli discussed the CHPS Committee had reviewed the Council's progress to-date. The tracking document was provided for committee review.

MEETING MINUTES *continued*

Update: Project LINC

This item was tabled, as Mark Kezios was not present at the meeting to provide needed background information.

Committee/Work Group reports

Allocations: No report was provided.

Community Health Planning & Strategies Committee: Larry Stähli discussed that the committee completed its Comprehensive Plan review, and determined PSRA data needs. Cheri Tomlinson has confirmed she will accept the position of Vice Chair of the committee.

Education & Empowerment: Jonathan Harris discussed the next Learn+Link+Live event will occur on Saturday, March 27th, 2010.

Membership: Randall Furrow discussed the final two sessions of the Leadership Academy will occur in March. Twelve individuals will graduate from the Academy. Randall provided an overview of the recent BOS reappointments to the Planning Council membership, including Mark Kezios' appointment as the alternate for Supervisor Wilcox, the BOS Designee to the Council.

Rules: Keith Thompson discussed the committee will not meet unless called upon to do so.

Standards: Larry Stähli discussed the committee will not meet in March.

Determination of agenda items for the next Planning Council meeting

In addition to recurring agenda items, the following agenda items were added:

Agenda Items

Allocations

Directives

CHPS P&Ps

OAMC Standards of Care revisions

Food Services Directive

Completion of Conflict of Interest Forms

Recognition of Direct Dental Provider, Other Individuals

MEETING MINUTES *continued*

Action Items to be completed by the next meeting:

Task	Assigned To

Current events summaries

Keith Thompson discussed the importance of all Council members remaining well informed of State budget issues. Keith related there has been political discussion regarding the State's ability to change AHCCCS eligibility guidelines without the need for voter approval.

Call to the public

John Sapero discussed that he and Jared Vega have discussed presenting an Executive Committee Retreat.

Jen Hawkins congratulated the new Executive Committee members.

Adjourn

The meeting adjourned at approximately 5:51 pm.